

Sandy Town Council

To: All Members of Sandy Town Council

You are hereby summoned to attend a meeting of Sandy Town Council which will be held in the Council Chamber at 10, Cambridge Road, Sandy, Bedfordshire on Monday 16 January 2012 to be held at 7.30 pm. The items of business to be transacted are specified below.



Delia Shephard
Town Clerk
9 January 2012

A G E N D A

1 Apologies for absence

2 Declaration of interests

To receive declarations of interests from members
(Members of the Council are invited to declare any personal or personal and prejudicial interests they may have in any items on the Agenda for this meeting, in accordance with the Council's Code of Conduct for Members)

- (a) Personal Interests
- (b) Prejudicial Interests

3 Questions from Electors

To receive any questions from electors. *(Members are invited to submit questions to the Clerk in advance of the meeting where possible.)*

4 Planning applications

To consider any planning applications submitted for comment including any late applications submitted for comment, see list attached. *(Plans will be on display in the Committee Room prior to the meeting and will be publicly notified on the STC noticeboard no later than 3 clear working days in advance of the meeting.)*

5 Minutes of previous meeting

To consider the minutes of meetings of Sandy Town Council held on 5 December 2011 and to approve them as a correct record of proceedings.

Sandy Town Council

6 Mayoral Communications

To note the Mayor's engagements.

7 Deputy Mayoral Communications

To note the Deputy Mayor's engagements.

8 Minutes of Committees

To receive and note minutes from the following committee meeting which have been circulated previously:

1. PP&OS Committee 28.11.2011
2. F&GP Committee 12.12.2011 including the following recommendations for confirmation

(59/2011-12)

It was resolved: to recommend to Town Council that a sum of £1000 is included in the 2012/13 budget for provision of a call out service and to recommend that further detailed information is obtained (including for Jenkins Pavilion).

(60/2011-12)

It was resolved: to recommend that Town Council approve the decision to replace the pump housing and fund it from S106 monies should these be available.

3. Audit Committee 20.12.2011 (see item 12).

9 Town Plan

To receive a verbal report from a representative of the Town Plan Steering Group (Max Hill) about next steps for the Group and its future relationship with Sandy Town Council.

10 Twinning Association

To receive correspondence from the Mayor of Malaunay and to receive a verbal report from a representative of the Twinning Association (Max Hill) about Sandy's links abroad and the Town Council's potential contribution to these relationships in 2012 and beyond.

11 A1 safety and other concerns

To note correspondence from the Highways Agency regarding safety issues connected to the proposed Tesco Store in New Road and to receive a verbal report from the joint workshop to be held between representatives of Sandy Town Council, Central Bedfordshire Council and Highways Agency around issues to do with the A1 and its effects on the community of Sandy.

12 Cemetery Regulations

To receive a report from the clerk on capacity in Sandy Cemetery and review of burial regulations. Also to consider a recommendation from

Sandy Town Council

the Audit Committee to require purchase of EROB for all future burials in any part of Sandy Cemetery.

13 Community First

To receive a report from the Town Clerk on the Community First Programme and to confirm Sandy Town Council's interest in co-operating with this programme.

14 Retirement of Lord Lieutenant of Bedfordshire

To consider a proposal to recognise the long and loyal service of Sir Samuel Whitbread to the county of Bedfordshire and to extend Sandy Town Council's best wishes to him on the occasion of his retirement as Lord Lieutenant of Bedfordshire.

15 Reports from Representatives

1. To receive a report from any Central Bedfordshire Councillors present on any matter relevant to Sandy.
2. To receive reports from Council representatives on outside bodies.

16 Finance

1. To approve the accounts for payment (a list of receipts and payments for the period will be on display in the committee room prior to the meeting).
2. To receive and consider a financial report on income/expenditure against budget for the year to date 2011/12.
3. To consider applications for Community Grants from the following bodies:
 - Chicksands/Amphill/Biggleswade Citizens Advice Bureau (£500)
 - Bedford & Luton Fire & Rescue Service, Sandy Fire Station (Proposed) Young Fire-fighter Scheme (up to £5,000)
4. To consider and discuss the draft estimates, precept and scale of charges for the year beginning 1 April 2012.

Sandy Town Council

Information supporting Agenda Items Meeting of Town Council 16 January 2012

4 Planning applications

DATE/REF	APPLICANT	DETAILS OF DEVELOPMENT
03/01/12 06/12	CB/11/04518/ FULL Mr A Sahir 5 Pleasant Place Sandy SG19 1HX	Erection of first floor side extension at 5 Pleasant Place, Sandy, Beds. Near neighbours 1,2,3,4, 6,7,11,12 Pleasant Place, Sandy notified.
05/01/12 07/12	CB/11/04451/ FULL Mr D Spivack RSPB The Lodge Sandy SG19 2DL	Demolition of existing storage buildings and erection of 3 no.detached, modular timber buildings to provide visitor cafe, storage and meeting/greeting facilities at the Entrance Lodge, Sandy Warren, Potton Road, Sandy, Beds.
05/01/12	CB/11/04452/LB Mr D Spivack RSPB The Lodge Sandy SG19 2DL	Demolition of existing storage buildings and erection of 3 no.detached, modular timber buildings to provide visitor cafe, storage and meeting/greeting facilities at the Entrance Lodge, Sandy Warren, Potton Road, Sandy, Beds.

Sandy Town Council

6 Mayoral Communications

- 7.12.11 Attended with Mr Sutton the Mayor of Huntingdon's Charity performance of Cinderella at the Commemoration Hall, Huntingdon.
- 9.12.11 Attended a Christmas "In Memorial" event at the RSPB HQ in Sandy.
- 10.12.11 Accompanied by Mrs D Osborne attended the opening of new Council Offices at Shefford.
- Attended with Mr Sutton the Mayor of Leighton-Linslade's Christmas Carol Concert at All Saints Church, Leighton Buzzard.
- 11.12.11 Attended the Chairman of Central Bedfordshire Council's Civic Service at Priory Church of St Peter, Dunstable.
- 13.12.11 Attended with Mr Sutton the Chairman of Huntingdonshire's Civic Service of Nine Lessons and Carols at St Mary's Parish Church, Huntingdon.
- 15.12.11 Attended Sandy Upper School's Annual Awards Evening at the school.
- 16.12.11 Attended the 1st Sandy Scout Group's Christmas Carol Concert at the Methodist Church, Sandy.
- 17.12.11 Packing parcels for the Biggleswade Chronicle Hamper Appeal. Other Councillors also attended and helped.
- 18.12.11 Accompanied by Mr Sutton attended the Mayor of Bedford's Civic Carol Service at All Saints Parish Church, Bedford.
- 23.12.11 Attended the Sandy Town Council Christmas Lunch along with several other Councillors.

7 Deputy Mayoral Communications

- 15.12.11 Accompanied by Mrs Osborne attended the Annual Awards Evening of the Sandy ATC at the Jenkins Pavilion.

Sandy Town Council

- 16.12.11 Attended with Mrs Osborne the Mayor of St Ives' Carol Concert at the Free Church, St Ives.
- 20.12.11 Attended the St John Ambulance Carol Service at St Andrew's Church, Biggleswade

Sandy Town Council

9 Town Plan

Town Council is asked to consider whether it still wishes to provide administrative support to the Town Plan Steering Group. Mrs Elliott has previously clerked all meetings. It is anticipated that if the group continues to meet on a quarterly basis this would take approx 3 hours per quarter depending on the length of the meeting. (The Clerk will continue to attend meetings on behalf of the Town Council.)

Sandy Town Council

10 Twinning Association

Letter from Mayor of Malaunay attached. No response has yet been sent.



MALAUNAY

VILLE de MALAUNAY

Le 19 Décembre 2011

76770 MALAUNAY

Tél. : 02 32 82 55 55

Fax : 02 32 82 55 50

E-mail : mairie@malaunay.fr**Councillor Geoff White**
Chairman**Councillor Susan Sutton**
Town MayorSandy Twinning Association
Council Offices
10, Cambridge Road
Sandy SG19 1JE

RECEIVED
29 DEC 2011

V/REF. :**N/REF. :** SD/LB 11.09.187**N° courrier :** 7282**OBJET :** Jumelage Malaunay/Sandy**Aff. Suivie par :** Laëtitia BARBEY

Directrice de l'Administration Générale et des Ressources

Mister Councillor,

I refer to your letter dated August 25 regarding the future of Twin Malaunay / Sandy.

So, know that the will of the elected Malaunay not put an end to this match, but given to ways to boost trade between our two communities.

I met several times, the Chairman of the Twinning Committee Malaunay / Sandy and his office have also expressed their willingness to continue the match. At the last meeting dated 23 November 2011, several projects were discussed. Among others, a teacher of a school of Malaunay would be voluntary to begin(affect) exchanges with Sandy's school. Organizational arrangements remain to be confirmed.

In addition, the City Council will reflect on the projects that could be done with the associations and municipal structures Malaunay youth. Therefore, I thank you for give me if possible, the list of associations present in your town. I enclose in return, the list of Associations Malaunay.

Concerning the 30th anniversary held in 2012 and based on the date to be chosen, elected City Council will be happy to join members of the Twinning Committee to celebrate the event.

The entire City Council Malaunay sincerely hopes that the various projects will be realized soon to revive the twinning.

09

I pray you find enclosed the last sheet of the City

Wishing you good reception of this information,

Please accept, Mister Councillor, sincerely

Stéphane DESCHAMPS,



MAIRE DE MALAUNAY

Sandy Town Council

11 A1 Safety and other concerns

Correspondence received from Andy Burns, Asset Development Team Administrator, Highways Agency is attached for consideration. Additionally, a verbal update may be available from members attending the workshop to be held with CBC earlier on the day of the meeting.

Our ref: HA 72/17/109
Your ref:

RECEIVED
15 DEC 2011

Andy Burns
Asset Development Team Administrator
2nd Floor
Woodlands
Manton Lane
Bedford MK41 7LW

Delia Shepherd
Town Clerk
Sandy Town Council
Council Offices
10 Cambridge Road
Sandy
SG19 1JE

Direct Line: 01234 796428
Fax: 01234 796101

13 December 2011

Dear Ms Shephard

A1 NEW ROAD, SANDY - SAFETY CONCERNS

Thank you for your letter of 5 December to the Highways Agency regarding your Council's concerns about road safety on the A1 in Sandy. I can assure you that we take road safety very seriously and reducing the frequency and severity of accidents has to remain our highest priority.

I can confirm that the Highways Agency, in recognition of your Council's concern, has accepted an invitation from Central Bedfordshire Council to attend the workshop programmed for Monday 16 January next year, at which time we will respond to the questions tabled by your Council. However, for the purpose of this reply, I will now respond to your specific comments about the effect of the proposed Tesco store development on the A1/ New Road junction.

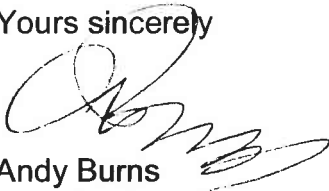
When we reviewed the planning application for the Tesco store development, we recognised that there were previously no restrictions on traffic using the A1/ New Road junction when the existing site was occupied for employment use. We also recognised that, although the new store may attract some new trips onto New Road from local residents using the A1 to use this route to access the store, it is also likely that the number of journeys by local residents who currently use New Road to travel to Asda and Sainsbury stores in Biggleswade would decrease.

In our formal response to the planning application, we also stipulated additional mitigation against any adverse effects on the A1/ New Road junction, by placing a condition on Tesco delivery vehicles which will ban them from using the gap in the central reservation. In this way, they will be required to access the store via the A1 by turning left into and left out of New Road.

For these reasons, we are satisfied that the proposed store will not have a significant impact on the A1 trunk road.

Please let me know whether you require any additional information in advance of our meeting in January.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Andy Burns', written over the typed name.

Andy Burns
NDD East MAC 8

Email: andy.burns@highways.gsi.gov.uk

Sandy Town Council

12 Cemetery Regulations

Sandy Town Council Cemetery Regulations are currently due for review but as the Policies sub-committee has a very heavy workload at present this work has not yet been begun.

Members may recall that during 2011 a decision was taken to continue the Council's policy to sell plots for immediate interment only. Demand for space has continued to be high during the past year. Since 1 April 2011 22 full grave spaces have been used as well as numerous smaller spaces for cremated remains. Consequently the capacity of Section E of the cemetery which was being used for "follow-on" grave spaces has now been exhausted. Spaces for burial are available in sections J and L only. Spaces for burial of cremated remains are available in section K.

Whilst spaces were still available in section E the Council's policy was to allow burial in a "follow-on" space (ie a space allocated by the Council and not chosen by the family) without the purchase of Exclusive Right of Burial (EROB).

Members are now asked to consider its policy on EROB on the remaining available spaces. The purchase of EROB transfers rights of burial in a grave (or the scattering of cremated remains over a grave) for a specified term to the buyer. The buyer then holds a deed of grant which can later be renewed if the council agrees and/or transferred to another party. The person who buys the EROB does not own the land but the landowner cannot open the grave for the duration of the EROB or inter other remains therein for the duration of the deed of grant. In practice Sandy Town Council treats all graves or interment plots as though families do have EROB, we have not opened any plots to allow further burials except at the request of a deed holder. Most burial authorities do not allow erection of a memorial on a grave unless EROB is purchased but Sandy currently permits this. (Once a memorial is erected it would be more difficult to use an existing gravespace for further interments if the Council wished to do so.)

The Council does not issue EROB on single plots for interment of ashes but it does do so on double plots for interment of ashes. This policy discourages families from using the same plot for more than one set of cremated remains which is unfortunate given the limited capacity in the cemetery and the Council's desire to maximise that capacity.

At a meeting on 20 December 2011 the Audit Committee of Sandy Town Council reviewed a proposed scale of charges for the cemetery for the

Sandy Town Council

year 2012/13. It was noted that the Council's current charges do not represent the true cost of providing burials in Sandy Cemetery. Increases to the 2011/12 scale of charges were proposed and will be considered in due course. It was also proposed that the policy on charging an administrative fee for second and subsequent inscriptions on memorials should be adopted with effect from 1 April 2012 which will also be considered when the scale of charges for 2012/13 is approved.

However, the Audit committee also recommended that the Town Council should in future charge EROB on all gravespaces (including in sections J and L of the cemetery) and on all spaces for interment of cremated remains in section K or elsewhere whether double or single plots with immediate effect.

Members should note that Officers still intend to allocate grave spaces in sections J and L on a "follow-on" basis, ie families will not be able to choose the plot.

Members are asked to approve this change in policy with immediate effect.

Sandy Town Council

13 Community First

The Central Bedfordshire ward of Sandy is eligible for a neighbourhood grant of £16,955 over the next 4 years from a central government programme called "Community First". Details of the program are given in the attached correspondence. However, to summarise "Community First" is a programme designed to give grants to help groups improve their local area where that area includes significant economic deprivation and low levels of social capital.

Each area will need to set up a community panel to advise the Community Development Foundation the central agency which will release the funds in the scheme. Panels will be expected to make a plan to match the grant funding with money or other resources (eg volunteer time) as well as determining how the money should be spent. The panel will need to demonstrate community involvement and support for their plan. Initial information suggests that each community panel need only be small (eg 4-5 members) and central government wishes to include local authority representation and active involvement of elected representatives on each panel.

The Clerk has liaised with colleagues at Central Bedfordshire Council and a letter has been sent to the Cabinet Office signifying both councils' interest and commitment to co-operate with the scheme in principle. The next steps are to secure further information from Cabinet Office/CDF and set up and register a Community First panel. It will be important to work actively with local third sector and community groups in Sandy.

Members are asked to approve the Clerk's actions and consider volunteering for the panel.

Mr Nick Hurd MP
Minister for Civil Society
Cabinet Office
70, Whitehall
London
SW1A 2AS

Your ref: C First
Our ref: ABC EFG
Date: 22/12/11

Dear Mr Hurd

COMMUNITY FIRST

Thank you for your letter to Richard Carr regarding the Community First Programme, which has been passed to me for attention.

We are delighted that Sandy has been identified as an eligible area to receive a neighbourhood grant over the next four years, and we are pleased to confirm our interest in cooperating with this programme.

We are already working with Sandy Town Council to set up and register the Panel as soon as possible and to begin work to promote the programme and identify sources of match funding.

Yours sincerely

Peter Fraser
Head of Partnerships & Community Engagement

Direct telephone 0300 300 6740
Email peter.fraser@centralbedfordshire.gov.uk

CC Sandy Town Council Clerk

Nick Hurd MP

Minister for Civil Society

70 Whitehall
London
SW1A 2AS

Telephone 020 7276 0607

Fax 020 7276 0841

Email psnickhurd@cabinetoffice.x.gsi.gov.ukWeb www.cabinetoffice.gov.uk

Our Ref: NMP317356

Mr Richard Carr
Chief Executive
Central Bedfordshire Council
Priory House
Monks Walk
Chicksands
Bedfordshire
SG17 5TQ

19 September 2011

Dear Mr Carr,

COMMUNITY FIRST

I am writing to ask for your cooperation in maximising the potential of a new programme designed to help some of the communities you serve. The £80 million programme is called "Community First" and contains two elements:-

- A £30m neighbourhood grant programme; and
- A £50m programme designed to encourage the development of local endowments to be a long term source of local grants. Through leveraging private sector investment on a two for one match, we expect this to be worth £150 million plus gift aid by 2015.

The following ward in Central Bedfordshire is eligible for a minimum level of neighbourhood grants over the next four years:

Sandy	£16,955
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Through our delivery partner Community Development Foundation (CDF), we want to use this funding to help groups in Sandy to improve their area. Because we want to maximise community involvement in this process, neighbourhood groups in these wards will be expected to match these funds with either time or money. We aim to integrate this programme with the Community Organiser programme which we are developing in parallel. Both are designed to help communities to help themselves and build local confidence and capacity to develop community led solutions. Both are focused entirely on communities that appear to require additional support based on relatively high levels of economic deprivation and low levels of social capital. A more detailed brief on both programmes is attached.



UNCLASSIFIED

On the basis that local people know best, we want the decision on how to use the money to be taken at a local level. To facilitate this, we are asking each ward to set up a Community First Panel. The purpose of these panels is to raise awareness of the programme and work in the community to create a plan for how they will match and spend the money. The panel will make recommendations to CDF, who as administrator of Community First, will release funds provided the panel is able to demonstrate community involvement and support for the plan. To be effective, these panels need to be genuinely representative of the community and credible in the aim of using the funds strategically. Each Panel will be asked to also nominate a Panel Partner who will validate the Community First Panel on the ground and confirm they are using the funds appropriately.

I am sure that these programmes will work best where there is active engagement by and with the relevant local authority. That is why we want to deliver this programme in a different way from central grant programmes of the past. Therefore, I have asked CDF to try and secure the maximum possible co-operation with local authorities in setting up these panels. Specifically, I think it will be very important to have local authority representation on each panel and the active involvement of the elected representatives of the ward. There is no requirement to do so. Nor is there any new cost attached to the local authority. However, I do believe that there is a common interest in providing this support and opportunity to some of your most challenged communities. If we can work together effectively then I am sure we can maximise the potential to improve lives in these areas

Funding will be available from October this year and CDF will be contacting voluntary organisations in each ward to also request their support. To access funding, Community First Panels must first be created and registered on-line with CDF. Registration will be available from 4 October and Panels should register on the website at www.cdf.org.uk/web/guest/community-first.

In the interests of the eligible communities, I would be grateful if you would disseminate this letter to the relevant local authorities, and elected councillors in your area and write back to me with confirmation of your interest in cooperating with this programme (for your information, we will be giving priority to areas where we receive this positive confirmation in principle). For any queries on the programme please contact CommunityFirst@cdf.org.uk.

I have copied this letter to the Leader of Central Bedfordshire Council and will inform each MP of this opportunity.



NICK HURD

Community First

£30 million Neighbourhood Match Fund

The Neighbourhood Match Fund will provide grants for community-led projects, in targeted communities around England with significant levels of deprivation and social capital. To access the money wards must do the following:

- Create a *Community First Panel* who will think strategically about their local area; bring people together to decide how funds should be used and promote the programme locally.
- Have an active on line presence through a community website or blog.
- Match funds with their time, money or other resources on a 1:1 basis.
- Create a neighbourhood plan by year 3 which seeks to improve the quality of life in neighbourhoods by involving everyone's voice in shaping their future. This should identify the resources and capacity already available to the neighbourhood.

Community Development Foundation (CDF) and Office for Civil Society (OCS) are requesting the involvement of Local Authorities and civil society organisations to support the development of the Community First Panels. Part of this development may include a member of LA staff sitting on the Panels and the active involvement of elected councillors.

From September and over the next four years we expect to make at least £30,000 available to each neighbourhood targeted by Community First. When matched with volunteer hours, money and other resource this could value £60,000.

£50 million Endowment Match Challenge

£50m will be made available throughout England on a per capita basis and managed by CDF working with a network of Community Foundations, who have a clear directive to build endowments locally, and coordinated by the Community Foundation Network. Over the next 4 years we would like to turn the £50m into an endowment worth £150m (plus Gift Aid). Fundraisers will work to secure donations from philanthropists, local businesses and high net worth individuals for each area; for every £2 (plus Gift Aid) they secure the local community foundation will be allocated £1 from the £50 million pot.

Through working with CCLA, the largest fund manager of charity assets in the UK, the endowment will be invested and the interest accrued from this investment will provide a sustainable source of grants and social investments which will be distributed annually from 2015 onwards to support social action at neighbourhood level.

Further Information

For any queries on the programme please contact:
CommunityFirst@cdf.org.uk

Community Organisers

The Community Organisers programme will recruit and train 500 senior community organisers, along with a further 4,500 part-time voluntary organisers, over four years. Community Organisers will listen to what people are concerned about and help mobilise them to take action at a neighbourhood level – 'igniting the impulse to act'.

The work of the organisers is broad-based and community-led – the local people set the priorities and not the organiser. The organisers will enable people to take action on their own behalf and have the power and confidence to tackle the issues which are important to them, rather than wait for the local authority or the government to do it for them. It will also enable them to make the most of new local community rights and opportunities to achieve their own aspirations.

Locality, a merger between bassac and the Development Trust Association, is delivering the programme on behalf of Government. Locality's approach involves working with local community organisations, often in deprived areas of the country, to recruit and host Community Organisers. To find out more about the programme, visit the following link:
<http://www.cocollaborative.org.uk/>.

COMMUNITY FIRST PROGRAMME - SANDY

Community First (CF) is a new programme designed to help people help themselves and build local confidence and capacity to develop community led solutions and improve their area. It contains two elements including a £30m neighbourhood grant programme called Neighbourhood Match Fund.

Sandy has been selected as a CF area on deprivation grounds and because it has had a significant increase in benefit claimants, it has been allocated **£16,955** from this Fund over 4 years and which needs to be matched with cash or time in kind (e.g volunteer time)

The **Community Development Foundation** has been appointed by the Cabinet Office to administer the programme

A Community First Panel will decide how the grant is allocated / spent in each area, they have various responsibilities including promotion of the Fund, make recommendations to the CDF, validate the Panel, ensure community involvement, councillor representation etc

Recently issued guidance advises that the CF Panel

- Will comprise 4-8 local people
- Can be new or an existing network
- Must have a unique email address to register the Panel and create a simple website to promote monitor progress of activities supported.
- Need to register with CDF
- Must agree a set of group rules or terms of reference
- Must have a Name
- Must produce a list of priorities to form a CF Plan that will recommend projects / activities for funding
- Must have a Panel partner to hold a small amount of the funding to help the Panel develop its Plan and administer the programme and ensure it is transparent and accountable upto 3% of the Fund can be used in this way
- ASDA is a key source of support
- Can award amounts from minimum £250 to max. £2,500
- Must monitor
- CDF make final decision on proposals to form a Panel and panel recommendations

Setting Up the Panel

Go to the Community First page <http://www.cdf.org.uk/web/guest/news-headline?id=474612>

Complete the online form

CDF have prepared standard terms of reference for new panels.

Role of the Panel Partner

- Supports and assists the Panel (inc some fund management)
- Suggestions refer to vcs organisations – will need to check whether a local authority can undertake the role)
- Panel decides who will be their panel partner and will need to be listed as part of the registration process
- Enters into an agreement with CDF, has to provide details of expenditure

Sandy Town Council

14 Retirement of Lord Lieutenant of Bedfordshire

Cllr White will speak to this item.

16 Finance

3) Community Grant Applications

Chicksands/Amphill/Biggleswade Citizens Advice Bureau (£500)

Details of this grant application are attached. Members should note that the application meets the Council's general criteria for grant aid. The council has the power to make the grant using the Power of Well-being.

Bedford & Luton Fire & Rescue Service, Sandy Fire Station (Proposed) Young Firefighter Scheme (up to £5,000)

Details of this grant application are attached. Members should note that the application meets the Council's general criteria for grant aid. The council has the power to make the grant using the Power of Well-being

Members are asked to consider making grants to these organisations. The Council's 2011/12 budget for community grants is £3,000 of which £875 has been committed to specific organisations.

APPLICATION FOR GRANT AID FROM
SANDY TOWN COUNCIL

<u>Name of the Organisation/Group</u>	
Mid Bedfordshire Citizens Advice Bureau	
Are you affiliated to a national organisation? If so, which one?	Yes Citizens Advice
Local venue/meeting place	Admin – Chicksands Bureau – Sandy (Mondays only) Biggleswade – (Mon' Wed' Thu' only) Amphill – (Mon to Thu) Note: This application is for our Home Visiting Service only.
Are you a registered charity? If so, give your charity number?	Yes 1109976
What are the aims and activities of the organisation?	To provide free, independent, confidential and impartial advice to anyone requesting this information.
How many members do you have?	Volunteers/Leaders Volunteers : 40 Part time staff : 4
Members:	Junior None
	Senior All volunteers & Part Time staff
What is your annual subscription?	Junior £ N/A
	Senior £ N/A

Project Information	
What would the grant be used for?	It would go into a 'restricted' fund to pay for a Home Visiting Service for elderly, vulnerable and disabled people – essentially people who are housebound.
In what manner will the residents of Sandy benefit?	Our Outreach Worker helps people cope with financial difficulties by ensuring they have their entitled grants and benefits to cope with their situation.
Approximately how many Sandy residents will benefit from this grant?	Last year our Outreach Worker assisted 42 residents in Sandy, giving a potential monetary gain of approximately £112,844.00, which will come back into the local economy.
Estimated total cost of project	£15,000.00 per year - to operate the Outreach Worker Project service for a 15 hour week.
Please state clearly how much you are applying for from Sandy Town Council.	£500.00
What amount is being met from your own funds?	This project sits outside our statutory core funding. We raise the funds for this by applying to local trusts, town councils and parish councils

What is the amount sought from other funding bodies? Please give details of other sources you have applied to or intend to apply to.

Source	Amount	Confirmed/Pending/Unsuccessful	
1) Simon Whitbread Charitable Trust	£5,000.	Rec'd May 2010	2011 Pending
2) RAF Benevolent Fund	£1,000.	Rec'd Oct 2010	2011 Pending
3) Bedfordshire Community Foundation	£3,500.	Rec'd Mar 2011	
4) Potton Consolidated Charities	£1,000	Rec'd Feb 2011	
5) Ampthill Town Council	£2,000.	Rec'd May 2011	
6) Flitwick Town Council	£400.	Rec'd May 2011	
7) Shefford Town Council	£500.	Rec'd Dec 2010	2011 Pending
8) Stotfold Town Council	£550.	Rec'd Apr 2010	2011 Pending
9) Other Town Councils	£500 to £1,000.	Rec'd at various times through year	
10) Parish Councils (various)	£50 to £100	Rec'd at various times through year	

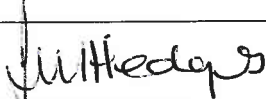
Financial Details	
Please specify how any income, particularly surplus, is spent.	All this income is restricted and only for the 15 hour per week salary and travel expenses for our Outreach Worker
Please attach accounts (audited/independently examined) for the last two years and your budget forecast for the forthcoming/current year.	

Payment Details	
Account Title	Mid Bedfordshire Citizens Advice Bureau
Account Number	Bank Code 20 05 74 Account Number 60913235
Bank/Building Society Name and Address	Barclays Bank plc Flitwick & Ampthill Branch The Bedford Group 11 High Street Bedford MK40 2NJ
Contact Details	
Please give details of the person with whom this application can be discussed and to whom any cheque should be sent:	Jenny Hedges (Mrs)
Position in organisation	Manager
Address	Priory House Monks Walk Chicksands Shefford Beds SG17 5TQ
Telephone Number	01462 819870
E-mail address	manager@ampthill.cabnet.org.uk

Declaration

Please sign this form to confirm that:

The information supplied is full and correct to the best of your knowledge; you have read, understood and complied with the conditions of funding; understand that Sandy Town Council reserve the right to reclaim the grant in the event of it being used for purposes other than specified, or the organisation ceasing to operate.

Signed:	
Name:	Jenny Hedges
Position:	Manager
Date:	30th November 2011

Please enclose with your application copies of:

- Accounts for the last two years
- Budget forecast for forthcoming/current year
- Other relevant literature including photograph if available

MID BEDFORDSHIRE CITIZENS ADVICE BUREAU
Budget 2010 - 2014

	Budget	
	2011-2012	2012-2013
INCOME		
Income from generated funds		
Bank interest received	100	100
Donations	1,200	1,200
Fund Raising	2,500	2,500
Income re:charitable activities		
Central Bedfordshire	92,506	87,880
CitA BMIS grant	0	0
Outreach restricted	13,000	13,000
Financial Capability restricted	0	0
Financial Capability unrestricted	600	
Redundancy support Group		
CitA grant		
TOTAL INCOME	109,906	104,680
EXPENDITURE		
Governance costs		
AGM	450	464
Audit	1,100	1,133
Bank Charges	75	77
Insurances	1,250	1,288
Legal & professional fees	150	155
Trustee expenses	50	52
Trustee meeting costs	50	52
Total Governance costs	3,125	3,218
Office		
Depreciation- Equipmnt, fxt&fgs		
IT equipment	1,500	1,545
IT software	3,065	3,157
Office equipment expense	520	536
Payroll/accountancy fees	750	773
Postage	500	515
Printing & stationery	2,450	2,524
Reference mats/subscriptions	2,780	2,843
Telephone & comms	3,575	3,682
Total Office	15,120	15,574
Other		
CLS Disbursements	0	0
Fundraising costs	200	206
Irrecoverable VAT		
Volunteer – Expenses	5,920	5,798
Volunteer – Training	1,790	1,844
Total Other	7,910	7,848
Premises costs		
Cleaning	125	129
Heat & light	270	278
Insurance – Property	390	402
Rates		
Rent	3,000	3,090
Repairs & Maintenance	510	525
Total Premises costs	4,295	4,424
Salaries & staff costs		
Health & Safety	100	103
Pension – core		
Pension – Healthy living		
Pension – Outreach		
Pension – new projects		
Recruitment	500	515
Salaries & NI – core	68,500	70,555
Salaries & NI – CitA BMIS grant	0	0
Salaries & NI – Outreach	13,280	13,678
Salaries & NI – Fin. Cap	0	0
Salaries & NI –Redund Sup		
Salaries & NI – CitA grant		
Subsistence/Refreshments	309	309
Training	206	206
Travel	2,043	2,104
Total Salaries & staff costs	84,923	87,471
TOTAL EXPENDITURE		
	115,373	118,535
Surplus/Deficit	-5,467	-13,855
RESERVES		
	Budget 1 April 12	Budget 1 April 13
Unrestricted core	46,163	32,308
Restricted outreach	1,000	1,000
Restricted BMIS		
CitA Working together		
Financial capability		
Total	47,163	33,308
N.B. Citizens Advice recommend minimum unrestricted reserves equal 3 months operating costs		
The Board's current policy is that unrestricted reserves are maintained between 3 and 6 months of total expenditure		

This includes Outreach Travel

APPLICATION FOR GRANT AID FROM
SANDY TOWN COUNCIL

<u>Name of the Organisation/Group</u>	
Bedfordshire & Luton Fire & Rescue Service (BLFRS); Sandy Fire Station (Proposed) Young Firefighter Scheme	
Are you affiliated to a national organisation? If so, which one?	No, Sandy Fire Station provides the immediate Fire and Rescue Service in the Community of Sandy and the surrounding district.
Local venue/meeting place	The venue and project would be run at Sandy Fire Station in Ivel Road Sandy.
Are you a registered charity? If so, give your charity number?	BLFRS is not a registered charity
What are the aims and activities of the organisation?	BLFRS aim is to provide an excellent Fire and Rescue Service. We aim to Reduce Fires and other emergencies and our priorities are; <ul style="list-style-type: none"> • Safer Homes and Roads • Helping Young People and; • Maintain Operational Safety and Training The project would link to all three priorities in Sandy, but particularly the first and second. Full governance and Service details can be viewed at www.bedsfire.com
How many members do you have?	There are fifteen Retained Fire-fighters based at Sandy, who all live, work in and protect their own Community. The Watch Commander Paul Barrows has been a former Cadet/Yff . Paul would lead the delivery of the project with his

	instructor colleagues and with support from the Community Safety Team who are based at Bedford Fire Station.
Members:	Junior; Six potential recruits already identified with two existing former cadets and the aim to be able to recruit more. The scheme for any individual cadet would run for a maximum of four years between 14 and 18 years
	Senior; None, this is a scheme for Young People between the ages of 14 -18 years
What is your annual subscription?	Junior £ There is no subscription fee. There would be a voluntary one off £10 payment toward the cost of boots. However, if an individual could not afford this, the fee would be waived to prevent exclusion and include young people from disadvantaged backgrounds. The project would be free to the participants other than this.
	Senior £; N/A

Project Information	
<p>What would the grant be used for?</p>	<p>The grant would be used to ensure the project was viable and to fund the equipment, resources and materials required to facilitate the practical running of the project, which would take place over a potential four year period for each individual YFF candidate. All equipment and uniforms required are bespoke for the purpose, sizes and use by young people and of an appropriate weight and grade for the task. The grant would also support the accreditation and delivery of ASDAN vocational qualifications to the young people. Twelve credits of ASDAN units is equivalent to one GCSE giving an opportunity to obtain formal qualifications by taking part and attending. (ASDAN booklet included see additional note at bottom of form)</p>
<p>In what manner will the residents of Sandy benefit?</p>	<p>This is a local youth diversionary and Community Safety based project. Selected local youth from Sandy will benefit directly from the input in terms of practical skills, life skills and vocational qualifications. The community will benefit from the outcomes of the course in terms of related Community Safety delivery and Youth diversionary work. It is hoped graduates of the course will become Community Safety volunteers trained and able to directly deliver Community Safety interventions to the Community of Sandy. The potential benefits of this to the Community are considerable. The young people would take part in civic ceremonies and events putting Sandy on the map. Examples of some of these are the Fire and Rescue Service annual awards ceremony and Christingle Christmas service, both are usually</p>

	<p>attended by the Mayor. They would also take part in remembrance day ceremonies, open days and Community events and projects. Publicity for all of these would be managed by BLFRS press officer and we would anticipate this will include opportunities for the Mayor and local Councillors from Sandy Town Council to be involved and included.</p>
<p>Approximately how many Sandy residents will benefit from this grant?</p>	<p>The young people and their families will benefit directly. Over time with the Community Safety deliveries, events, Open Days and interventions the young people would get involved would potentially benefit a great number of the whole Community.</p>
<p>Estimated total cost of project</p>	<p>£5,000 per annum</p>
<p>Please state clearly how much you are applying for from Sandy Town Council.</p>	<p>£5,000 is the predicted cost of the scheme per annum. This would form the basis of the funding request, dependant on funding available. However, any amount allocated would make a vital contribution to the amount required and support viability of the scheme.</p>
<p>What amount is being met from your own funds?</p>	<p>It is hoped the scheme will be fully funded. However, there is a desire to deliver a viable cadet scheme, so the service will endeavour to meet any costs not covered by the grant. Some of the staffing and administrative costs will be met within existing Service budget provision. Sandy Fire Station personnel will also participate with instructors volunteering their time to deliver the scheme.</p>

What is the amount sought from other funding bodies? Please give details of other sources you have applied to or intend to apply to.

Source	Amount	Confirmed/Pending/Unsuccessful
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There is no available funding from other sources at this time or anticipated.

Financial Details

<p>Please specify how any income, particularly surplus, is spent.</p>	<p>All resources would be spent on equipment, resources and materials to facilitate the course plus contribute toward the costs of delivering the linked ASDAN vocational qualification. There is scope for the participants to undertake several of these. 12 credits is equivalent to one GCSE. It is not anticipated there would be any surplus. All monies would be directed into delivering the project and working with the young people.</p>
<p>Please attach accounts (audited/independently examined) for the last two years and your budget forecast for the forthcoming/current</p>	<p>Full financial accounts and details are available as public documents on the following web site;</p>

year.

www.bedsfire.com then follow the links from the home page > Combined Fire Authority > Finance & Budget

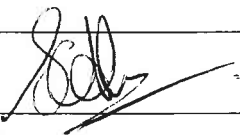
Budget forecasts are also available on the same site.

Payment Details	
Account Title	Beds & Luton Combined Fire Authority
Account Number	80876781 Sort code 60 - 02 - 13
Bank/Building Society Name and Address	Natwest Bank 81, High Street Bedford
Contact Details	
Please give details of the person with whom this application can be discussed and to whom any cheque should be sent:	A. Steven Allen, Station Commander Sandy Fire Station. B. Christopher Ball, Deputy Area Commander, Bedford Borough and Central Bedfordshire.
Position in organisation	A. Station Commander responsible for Sandy Fire Station B. Deputy Area Commander
Address	Area Command North Barkers Lane Bedfordshire & Luton Fire & Rescue Service Bedford MK41 9SB
Telephone Number	Desk (01234) 245508 Mobile 07770692812
E-mail address	Steven.allen@bedsfire.com Chris.ball@bedsfire.com

Declaration

Please sign this form to confirm that:

The information supplied is full and correct to the best of your knowledge; you have read, understood and complied with the conditions of funding; understand that Sandy Town Council reserve the right to reclaim the grant in the event of it being used for purposes other than specified, or the organisation ceasing to operate.

Signed: 
Name: Steven Allen
Position: Station Commander, Sandy Community Fire Station
Date: 15th December 2011

Please enclose with your application copies of:

- Accounts for the last two years
- Budget forecast for forthcoming/current year
- *Other relevant literature including photograph if available

*NB Example of ASDAN work book included for reference 'Activities and Peer Tutoring'

If further details are required regarding ASDAN qualifications and modules they can be obtained from Marlika Anderson, Youth Development Officer

marlika.anderson@bedsfire.com

01234 845000 extn 5524

Sandy Town Council

4) Draft Estimates and Scale of Charges – Clerk’s Report

Proposed scale of charges and draft estimates document for 2012/12 recommended by the Audit Committee at a meeting on 20 December 2011 are attached for discussion. Since the meeting on 20 December 2011 a list of further specific amendments have been proposed and these are listed below:

Code	Description	Proposed Change	Clerk’s Notes
	Business Rates		New rates not available until late March 2012.
4206	Gas - Cambridge Rd	£1,200 Reduce?	Original figure based on anticipated usage and known costs (fixed price)
4545	Electricity - Footway Lighting	£5,750 Reduce?	Based on anticipated usage and known costs
5106	Gas - Jenkins	£3,500 reduce to £3,000	Estimate based on previous year’s usage but projection for 2011/12 £3,000 so agree reduction though conscious 4 winter months still to be billed this year.
4330	Print Stationery	£2,500 reduce by £300 to £2,200	Could reduce by £300 but if community engagement is increased overspend likely.
4221	Postage incl Members delivery	£1,500 reduce by £200 to £1,300	Could reduce by £200 but would wish to retain flexibility of using postage for members’ deliveries during summer months at least. V hard to predict general postage.
4260	Contingency	£5,000 reduce by £800 to £4,200	Could reduce with the option of meeting any other contingency amounts from capital but contingency amount already overspent in 2011/12 and £5,000 more realistic.
5167	Maintenance – Jenkins Pavilion	£8,000 reduce?	Budget reflects a stay the same position. Given current ongoing maintenance issues cannot reduce this without a likely

Sandy Town Council

			overspend.
7306	Riddy	£1,000 increase?	NB This year's actual includes a late payment from previous year. Claim level for 2011/12 not known.
6184	CCTV	£21,000 Now known to be £21,420	NB 2012/13 costs now confirmed. These costs are for monitoring and maintenance of 4 cameras owned by STC. See below.
4228	Subscriptions	£2,700 reduce?	Reduce to £2,500 on basis that Action for Market Towns Subscription is again not purchased.
4965	Salaries – public toilets	£5,400	Note this sum has been removed from wages code for 2011/12
5066	Maintenance of Play Area	£4,000 reduce?	Code includes all pay equipment maintenance, weed and worn treatment (not done this year) line marking, tree work etc. Age of equipment and acquisition of additional equipment reflected in increasing maintenance costs. Any reduction likely to result in overspend.
5166	Salaries – Building Maintenance	£5,400 reduce to £5,000	Agree

Additional Clerk's Notes:

1. The Town Clerk and the Chairman of the Audit Committee have scrutinized the projected spending for 2011/12 and believe that an underspend on the budget of £5,000 is likely. This could be carried forward to 2012/13.
2. The Mayor and the Chairman of the Audit Committee have

Sandy Town Council

suggested considering a 5% increase in precept which would result in an increase of c£8,000 in precept income compared with the figures shown in the current budget proposal. There are no legislative restrictions on the amount of precept which the Town Council can charge this year, although in future years capping of "excessive" increases may be introduced.

3. A further suggestion is that the deficit in the budget could be met by using capital to find the shortfall. Whilst this would be feasible for the year 2012/13 this does not represent a long-term solution to the Council's financial predicament which is that the levels of the precept and other revenue do not match levels of expenditure and have not done so for some time. The Council has operated with deficit budgets for a number of years and in the long term either the precept must be increased to more realistic levels or the Council must reduce its activities. Either way, a medium term plan to bring the Council to a "break-even" financial position is urgently needed.
4. The Clerk has highlighted the running of the Jenkins Pavilion as a particularly costly service. Discussions continue with Central Bedfordshire Council to explore integration of this facility into the management of the Sandy Sports and Leisure Centre with a potential saving to the Town Council but the outcome of these negotiations is uncertain.

The following items of expenditure have been proposed to the Clerk by Members as representing potential areas for savings :

- CCTV monitoring –remove this would result in a saving of £21,000 per annum.
- TIC –remove or reduce this service which currently costs £24,000 per annum, and/or charge more for services
- Training – the training budget of £3,500 could be reduced or removed.
- Reduce planting in town centre
- SEG – reduce grant or disband the organisation
- Bowls Club – consider terminating lease
- Use capital or interest on capital on any commuted sums from adoption of open space to meet revenue costs
- Market – close market
- Grants – reduce community grants
- Street lighting – consider ways to reduce expenditure/ensure community support for the cost of this service

There are advantages and disadvantages to all these proposals. It is anticipated that following discussion at the meeting the Clerk will prepare a further draft estimates proposal for full scrutiny at the precept

Sandy Town Council

meeting to be held on 23 January 2012.

Sandy Town Council

Proposed Scale of charges for 2012/13

with effect from 1.4.12

Sports Charges	Charges for 2012/13 £
Bedford Road Recreation Ground	
Sandy Football Club	425.00 <i>(RPI 5.2%)</i>
Line marking of Football Pitch (per marking)	15.00 plus Vat
Sunderland Road Recreation Ground and Jenkins Pavilion	
Seasonal hire of Junior pitch	58.50
Casual use of Senior Football Pitch	28.50 plus Vat
Casual use of Junior Football Pitch	8.50 plus Vat
Seasonal use of football pitch and 2 changing rooms:	
Sandy Colts and other junior teams	154.50
Sandy Colts senior teams	176.50
Adult teams	378.00
Cricket	
Sandy Cricket Club (Pitch, 2 changing rooms and education room)	449.20 <i>(RPI 5.2%)</i>
Casual use of Cricket Pitch	To be set by Sandy Cricket Club
Other clubs	
Seasonal use of 2 changing rooms	196.50
Casual use of 2 changing rooms	18.00 plus Vat
Bowls	
Sandy Town Bowls Club	368.17 <i>(RPI 5.6%)</i>
Rink fees - Bowling Green per person, per rink, per hour	3.50 plus Vat

Sandy Town Council
Scale of charges for 2012/13
with effect from 1.4.12

Premises, Hire, Leases etc	Charges for 2012/13
Jenkins Pavilion	£
Non-profit making youth groups	
Seasonal or termly use of education room (weekly meetings)	102.00 plus vat
Non-profit making adult groups	
Yearly use of social/education room (monthly meetings)	264.00 plus vat
Casual use of social/education room (per hour)	13.00 plus vat
Commercial or business groups	
Casual use of social/education room (per hour)	19.00 plus vat
Hire of Council Chamber per session (4 hours)	52.50 plus Vat
Hire of Committee Room per session (4 hours)	42.00 plus Vat
Scout HQ (fixed by Lease)	1.00
A.C.F. (fixed by Lease - 3 year period) (Review 1.1.2012)	145.00 <i>lease says market vat</i>
Sandy Sports and Leisure Association (Ground Rent)	1.00
Sandy Village Hall (Ground Rent)	5.00
The Riddy	
Angling Licence	462.00 <i>tbc when Jan RPI knov</i>
Allotments	
Stratford Road Allotments - per pole	5.00
Market	
Stalls - permanent & Farmer's market	1.00 Per linear ft
Stalls - casual	1.50 Per linear ft

Sandy Town Council

Scale of charges for 2012/13

with effect from 1.4.12

Charges for 2012/13
£

Advertising Rates in Annual Report

Full Page	120.00 plus Vat
Half Page	94.00 plus Vat
Quarter Page	55.00 plus Vat
Colour Page (limited availability)	195.00 plus Vat

Sale of Council Papers

Agenda, minutes and supporting papers per year	178.50
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Photocopying Charges

Black and White	A4	5p
	A3	10p
	A4 card	10p
Colour	A4	10p
	A3	20p
	A4 laminating	25p
	A3 laminating	50p

Cemetery - Potton Road	£
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Memorials

Any headstone, vase or tablet permitted under the burial Regulations for Sandy Cemetery	30.00
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The fees indicated above apply to each individual inscription

Treble fees are charged for non-parishioners

The Burial regulations for each section of Sandy cemetery should be consulted before permission is sought for the erection of a memorial. Memorials should not be erected before written permission is received.

Sandy Town Council

Scale of charges for 2012/13

with effect from 1.4.12

Charges for 2012/13
£

Cemetery - Potton Road

Exclusive Rights of Burial in Earthen Graves

Border of section L

In an earthen grave 7ft x 3ft 74.00

In an earthen grave 7ft x 6ft 117.00

Cremated Remains in Section K

In an earthen grave 2ft x 2ft extra depth for double grave 64.00

In an earthen grave 4ft x 2ft 92.00

Tablets are the only memorials permitted.

Treble fees are charged for non-parishioners.

All other sections of the Cemetery

In an earthen grave 7ft x 3ft 72.00

In an earthen grave 7ft x 6ft 110.00

Fee for transfer of Rights of Burial Document 29.00

The fees indicated include the cost of the Deed of Grant.

Treble fees are charged for non-parishioners.

Sandy Town Council

Scale of charges for 2011/12

with effect from 1.4.12

Cemetery - Potton Road	Charges for 2012/13 £
Maintenance of Graves (per single grave, not planted)	38.00 p.a. plus Vat
Maintenance of Graves (per single grave, planted twice a year)	88.00 p.a. plus Vat
New requests for maintenance of planted graves (per single grave)	116.00 p.a. plus Vat
Maintenance in Perpetuity (by request or legacy)	1853.00 plus Vat
For scattering of ashes of cremated remains	18.00
Interments	
For the interments in any grave:	
Of the body of a non-viable fetus or of a child whose age at the time of death did not exceed one month	10.00
Of the body of a child whose age at the time of death exceeded one month but did not exceed 12 years	20.00
Of the body of a person whose age at the time of death exceeded 12 years	250.00
For any interment in a vault	250.00
For the interment of cremated remains in a grave	95.00

The above fees include the digging of the grave and apply only where the interment is made between the hours of 10.00 am and 4.00 pm Monday to Friday or on the certificate of a coroner or registered medical practitioner that immediate interment is necessary*

* In any other case an additional fee of £53 is payable.

If the Cemetery Chapel is used a fee of £40 is payable.

The fees indicated above apply where the interment is at a depth not exceeding 7ft, for each additional foot £48 is payable.

Treble fees are charged for non-parishioners on all items.

Sandy Town Council

Scale of charges for 2011/12

with effect from 1.4.12

Town Centre Car Park

Pass	(non-refundable)	£100
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**Sandy Town Council
Budget Detail - By Centre**

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
401 Staff									
4101 Gross Salaries	86,292	89,806	89,303	0	0	89,303	68,919	89,863	0
4102 Gross Wages	74,525	71,700	74,156	0	0	74,156	55,171	74,509	0
4113 Employers NI	11,000	10,535	12,500	0	0	12,500	8,987	12,189	0
4114 Employers Pension Contrib.	20,000	20,675	25,000	0	0	25,000	12,341	21,000	0
4116 Miscellaneous Staff Costs	650	583	650	0	0	650	650	650	0
Overhead Expenditure	192,467	193,298	201,609	0	0	201,609	146,069	198,211	0
401 Net Expenditure	192,467	193,298	201,609	0	0	201,609	146,069	198,211	0
402 Administration-Office									
4203 General Rates	5,700	4,422	4,900	0	0	4,900	4,966	5,220	0
4204 Water Charges	280	316	300	0	0	300	143	320	0
4205 Electricity	1,200	1,795	1,260	0	0	1,260	909	1,400	0
4206 Gas	1,000	1,062	1,050	0	0	1,050	528	1,200	0
4207 Insurance (Excluding Vehicles)	14,800	14,475	15,500	0	0	15,500	12,938	16,500	0
4217 Office Maintenance/Security	2,000	2,923	2,100	0	0	2,100	1,596	3,200	0
4218 Cleaning Materials	370	466	370	0	0	370	554	820	0
4219 Telephone	2,100	2,212	2,100	0	0	2,100	1,543	1,800	0
4220 Print & Stationery etc	2,100	2,388	2,000	0	0	2,000	2,210	2,500	0
4221 Postage incl Members Delivery	1,000	991	1,000	0	0	1,000	1,068	1,500	0

Sandy Town Council

Budget Detail - By Centre

Note :

Note: (-) Net Expenditure means Income is greater than Expenditure

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
4223 Refreshments	150	194	150	0	0	150	107	150	0
4224 Advertising	0	2,321	0	0	0	0	0	0	0
4225 Equipment Maintenance/Purchase	700	613	700	0	0	700	89	4,105	0
4226 Audit & Accounts Fees	3,400	3,098	2,800	0	0	2,800	3,183	3,200	0
4227 Legal & Land Agents Costs	0	0	0	0	0	0	340	800	0
4228 Subscriptions	2,700	2,473	2,700	0	0	2,700	2,183	2,700	0
4229 Publications	500	310	400	0	0	400	268	400	0
4230 Mayors Allowance	1,500	1,490	1,538	0	0	1,538	239	1,900	0
4231 Deputy Mayors Allowance	355	134	364	0	0	364	182	0	0
4232 Members Conference Fees/Exp.	2,400	2,610	2,200	0	0	2,200	838	2,000	0
4233 Council Grants/Donations	1,000	2,719	3,000	0	0	3,000	6,425	3,000	0
4234 Photocopying	1,000	1,856	1,200	0	0	1,200	431	1,200	0
4235 Sevice Agreements	8,500	8,838	8,500	0	0	8,500	6,443	8,500	0
4236 Election Costs	0	0	6,000	0	0	6,000	208	1,000	0
4237 Training/Conferences Staff	3,200	3,447	3,500	0	0	3,500	5,458	3,500	0
4238 Miscellaneous Admin Costs	500	1,602	2,000	0	0	2,000	2,032	2,000	0
4239 Other pay (Mileage etc) Admin	0	0	0	0	0	0	624	1,000	0
4260 Contingency	0	0	4,180	4,180	0	8,360	980	5,000	0
OverHead Expenditure	56,455	62,754	69,812	4,180	0	73,992	56,485	74,915	0
7101 Precept	370,911	370,911	384,529	0	0	384,529	384,529	396,981	0

Note :

	Last Year		Current Year						Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget	
7201 Rent Received Etc	550	1,040	1,200	0	0	1,200	1,535	1,800	0	
7202 Photocopying Income	10	1,053	10	0	0	10	0	0	0	
7204 Sale of Council Minutes	165	165	170	0	0	170	170	178	0	
7205 Miscellaneous Income	0	2,268	0	0	0	0	0	0	0	
Total Income	371,636	375,437	385,909	0	0	385,909	386,234	398,959	0	
402 Net Expenditure	-315,181	-312,682	-316,097	4,180	0	-311,917	-329,749	-324,044	0	
403 Administration-Works										
4303 General Rates	2,240	1,718	1,800	0	0	1,800	1,797	1,900	0	
4304 Water Charges	300	395	300	0	0	300	0	300	0	
4305 Electricity	690	943	700	0	0	700	371	700	0	
4307 Vehicle Insurance & Licences	2,050	2,015	2,250	0	0	2,250	1,803	2,250	0	
4309 Vehicle Maintenance	1,500	1,943	1,500	0	0	1,500	1,868	1,500	0	
4337 Maintenance of Buildings	1,500	2,222	1,600	0	0	1,600	1,252	1,600	0	
4338 Equipment Maintenance	4,000	4,041	4,000	0	0	4,000	1,032	4,000	0	
4339 New Purchases	800	1,333	800	0	0	800	365	2,250	0	
4340 Fuel	2,000	2,355	2,400	0	0	2,400	2,350	3,000	0	
4341 Planting Contract Etc.	6,075	5,573	5,800	0	0	5,800	5,300	5,800	0	
4342 Consumables & Small Tools	1,020	1,141	1,200	0	0	1,200	739	1,200	0	
4343 Protective/Corporate Clothing	1,470	1,435	1,470	0	0	1,470	1,614	1,600	0	

Budget Detail - By Centre

Note :

Note: (-) Net Expenditure means Income is greater than Expenditure

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
4344 Disposal of Rubbish	1,925	1,846	1,925	0	0	1,925	1,638	2,200	0
4345 Health/Safety & Environmental	1,500	1,499	1,000	0	0	1,000	-1,268	1,000	0
OverHead Expenditure	27,070	28,459	26,745	0	0	26,745	18,860	29,300	0
7212 Miscellaneous Income (Insuranc	0	577	0	0	0	0	111	0	0
Total Income	0	577	0	0	0	0	111	0	0
403 Net Expenditure	27,070	27,882	26,745	0	0	26,745	18,749	29,300	0
404 Allotments									
4404 Allotment Water Charges	300	395	330	0	0	330	359	350	0
OverHead Expenditure	300	395	330	0	0	330	359	350	0
7216 Allotment Rents	1,025	608	1,000	0	0	1,000	329	1,000	0
Total Income	1,025	608	1,000	0	0	1,000	329	1,000	0
404 Net Expenditure	-725	-213	-670	0	0	-670	30	-650	0
405 Footway Lighting									
4545 Energy Charges (Lighting)	4,600	8,807	5,000	0	0	5,000	4,292	5,750	0
4546 Lighting Maintenance	5,200	1,935	2,500	0	0	2,500	11,400	3,200	0
OverHead Expenditure	9,800	10,742	7,500	0	0	7,500	15,692	8,950	0
405 Net Expenditure	9,800	10,742	7,500	0	0	7,500	15,692	8,950	0

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
406 Cemetery									
4603 Cemetery Rates	2,080	1,904	2,000	0	0	2,000	1,992	2,100	0
4604 Cemetery Water Charges	150	222	150	0	0	150	78	160	0
4650 Cemetery Maintenance	0	0	0	0	0	0	12	100	0
4651 Chapel Maintenance	0	0	0	0	0	0	0	500	0
4652 Cemetery Footpaths & Mice	100	1,021	100	0	0	100	0	1,100	0
4654 Plants/Bulbs Etc.	300	225	200	0	0	200	0	200	0
4656 Grave Digging	5,100	5,975	5,100	0	0	5,100	3,465	6,200	0
OverHead Expenditure	7,730	9,347	7,550	0	0	7,550	5,547	10,360	0
7226 Burials/Memorials Income	12,200	13,751	13,000	0	0	13,000	9,916	16,000	0
7227 Chapel Rental	0	0	0	0	0	0	37	0	0
7228 Interest on Investment	53	53	53	0	0	53	53	53	0
Total Income	12,253	13,804	13,053	0	0	13,053	10,005	16,053	0
406 Net Expenditure	-4,523	-4,457	-5,503	0	0	-5,503	-4,459	-5,693	0
407 Churchyard									
4756 Churchyard Maintenance	3,000	2,948	0	0	0	0	0	0	0
4757 Churchyard Paths & Walls	1,500	1,476	0	0	0	0	0	0	0
4758 Churchyard Plants	300	150	150	0	0	150	9	150	0
Overhead Expenditure	4,800	4,574	150	0	0	150	9	150	0
407 Net Expenditure	4,800	4,574	150	0	0	150	9	150	0

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
408 Car Park (Including Market)									
4803 Car Park Rates	15,202	13,094	13,700	0	0	13,700	13,211	14,400	0
4808 Loan Repayments	608	608	608	0	0	608	0	608	0
4844 Market waste collections	900	960	900	0	0	900	391	950	0
4860 Car Park Maintenance	1,200	1,753	800	0	0	800	828	840	0
4862 Car Park Rates	1,650	1,079	1,140	0	0	1,140	624	1,200	0
Overhead Expenditure	19,560	17,494	17,148	0	0	17,148	15,054	17,998	0
7236 Friday Market Fees	8,500	5,665	5,500	0	0	5,500	2,540	2,800	0
7237 Saturday Market Fees	600	516	600	0	0	600	370	400	0
7238 Other Income Car Park	500	400	300	0	0	300	900	300	0
Total Income	9,600	6,581	6,400	0	0	6,400	3,810	3,500	0
408 Net Expenditure	9,960	10,913	10,748	0	0	10,748	11,244	14,498	0
409 Public Toilets - Car Park									
4903 General Rates	1,870	1,777	1,860	0	0	1,860	1,996	2,100	0
4904 AWA Charges	500	616	500	0	0	500	498	525	0
4905 Electricity	300	183	220	0	0	220	226	220	0
4964 Maintenance	500	498	500	0	0	500	49	500	0
4965 Cleaning Salaries	4,900	4,782	5,000	0	0	5,000	4,103	5,400	0
Overhead Expenditure	8,070	7,856	8,080	0	0	8,080	6,872	8,745	0

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
409	Net Expenditure	8,070	7,856	0	0	0	0	0	0
	Total Income	0	0	0	0	0	0	0	0
			8,080	0	0	8,080	6,872	8,745	0
500	Bedford Road Open Space								
5004	Water Charges	570	566	570	0	0	570	165	0
5005	Electricity	1,025	1,025	1,000	0	0	1,000	637	0
5063	Bedford Rd Pavilion Maintenance	0	0	0	0	0	0	0	0
5064	Maintenance Public Convenience	500	494	500	0	0	500	511	0
5065	Cleaning Salaries-Public Conv.	5,090	5,651	5,090	0	0	5,090	3,694	0
5066	Maintenance Play Area	2,200	1,800	2,200	0	0	2,200	1,742	0
5067	General Maintenance	300	570	300	0	0	300	6	0
	OverHead Expenditure	9,685	10,106	9,660	0	0	9,660	6,755	0
7241	Sandy FC Rent	760	905	760	0	0	760	882	0
7242	Ice cream rent	0	548	0	0	0	0	269	0
	Total Income	760	1,453	760	0	0	760	1,151	0
	500 Net Expenditure	8,925	8,653	8,900	0	0	8,900	5,604	0
501	Sund.Rd Open Space & Pavilion								
5103	General Rates	5,800	4,300	4,500	0	0	4,500	4,498	0

Note :

Note: (-) Net Expenditure means Income is greater than Expenditure

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
5104 Water Charges	3,000	1,228	3,000	0	0	3,000	1,030	2,200	0
5105 Electricity	3,500	1,824	3,000	0	0	3,000	1,155	2,000	0
5106 Pavilion Gas	4,200	3,212	3,500	0	0	3,500	1,497	3,500	0
5166 Salries Building Mtce	0	3,210	0	0	0	0	3,548	5,400	0
5167 Building Maintenance	8,000	6,335	8,000	0	0	8,000	7,694	8,000	0
5168 Play Area Maintenance	4,600	4,070	4,450	0	0	4,450	650	3,050	0
5171 Bowling Green	2,500	2,521	2,620	0	0	2,620	2,062	2,767	0
5172 Cricket Square	1,900	1,370	1,900	0	0	1,900	1,211	2,000	0
5173 Fertiliser	0	0	0	0	0	0	716	400	0
5174 Chemical n Fuel Stig Revenue Ac	0	0	0	0	0	0	1,686	0	0
OverHead Expenditure	33,500	28,072	30,970	0	0	30,970	25,747	34,042	0
7251 Pitch Rental	50	79	0	0	0	0	88	0	0
7252 Pavilion Rental	3,050	3,614	3,500	0	0	3,500	1,620	2,000	0
7253 Bowls Club Rental	342	333	349	0	0	349	349	368	0
7255 Cricket Club Rental	233	250	235	0	0	235	235	247	0
7256 Scouts ,ACF and SSLA	155	145	155	0	0	155	145	155	0
7258 Insurance Claims Repayment	0	893	0	0	0	0	1,862	0	0
Total Income	3,830	5,314	4,239	0	0	4,239	4,299	2,770	0
501 Net Expenditure	29,670	22,758	26,731	0	0	26,731	21,448	31,272	0

26

Note :

	Last Year		Current Year					Next Year		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget	
502	Beeston Green									
5273	General Maintenance	500	303	500	0	0	500	304	500	0
	Overhead Expenditure	500	303	500	0	0	500	304	500	0
	502 Net Expenditure	500	303	500	0	0	500	304	500	0
503	The Pinnacle									
5375	Pinnacle Maintenance	3,200	3,000	3,200	0	0	3,200	1,500	3,650	0
	Overhead Expenditure	3,200	3,000	3,200	0	0	3,200	1,500	3,650	0
	503 Net Expenditure	3,200	3,000	3,200	0	0	3,200	1,500	3,650	0
504	Tourist Information Centre									
5401	Staff Costs Salaries	27,700	24,664	27,000	0	0	27,000	18,484	27,000	0
5402	Staff Uniforms	0	156	0	0	0	0	0	250	0
5405	Services	600	562	630	0	0	630	231	660	0
5418	Cleaning Salaries	540	607	600	0	0	600	527	720	0
5419	Communications	250	213	250	0	0	250	140	262	0
5420	Printing & Stationery	1,000	1,141	1,000	0	0	1,000	1,014	1,200	0
5421	Postage	200	127	200	0	0	200	174	200	0
5422	Petty Cash	100	113	100	0	0	100	55	100	0

Budget Detail - By Centre

Note :

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	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
5424 Ticket Sales/Merchandise	18,000	16,078	18,000	0	0	18,000	12,354	13,500	0
5425 Stock Movement	0	2,373	0	0	0	0	0	0	0
5428 Membership Fees	0	0	0	0	0	0	0	100	0
OverHead Expenditure	48,390	46,035	47,780	0	0	47,780	32,978	43,992	0
7402 Sales	25,000	16,928	20,000	0	0	20,000	17,934	20,000	0
Total Income	25,000	16,928	20,000	0	0	20,000	17,934	20,000	0
504 Net Expenditure	23,390	29,106	27,780	0	0	27,780	15,043	23,992	0
505 Grass Cutting									
5584 Grass Cutting	9,600	6,249	6,500	0	0	6,500	1,249	5,250	0
OverHead Expenditure	9,600	6,249	6,500	0	0	6,500	1,249	5,250	0
7282 BCC Grass Cutting Contribution	3,780	0	0	0	0	0	0	0	0
Total Income	3,780	0	0	0	0	0	0	0	0
505 Net Expenditure	5,820	6,249	6,500	0	0	6,500	1,249	5,250	0
506 Litter Bins, Seats & Shelters									
5680 Maintenance Street Furniture	300	179	300	0	0	300	0	300	0
5681 New Purchases	0	363	0	0	0	0	0	0	0
OverHead Expenditure	300	542	300	0	0	300	0	300	0

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
7286 Street Furniture Insurance	0	363	0	0	0	0	0	0	0
Total Income	0	363	0	0	0	0	0	0	0
506 Net Expenditure	300	179	300	0	0	300	0	300	0
507 Annual Report & Newsletter									
5785 Printing Costs	7,650	6,669	7,350	0	0	7,350	2,577	4,000	0
OverHead Expenditure	7,650	6,669	7,350	0	0	7,350	2,577	4,000	0
7291 Annual Report Advertising	1,500	1,321	1,500	0	0	1,500	1,484	1,500	0
Total Income	1,500	1,321	1,500	0	0	1,500	1,484	1,500	0
507 Net Expenditure	6,150	5,348	5,850	0	0	5,850	1,093	2,500	0
508 S.E.G.									
5886 Council Contribution (SEG)	1,000	2,412	500	0	0	500	1,031	1,000	0
OverHead Expenditure	1,000	2,412	500	0	0	500	1,031	1,000	0
7296 SEG Sponsorships	0	2,200	0	0	0	0	0	0	0
Total Income	0	2,200	0	0	0	0	0	0	0
508 Net Expenditure	1,000	212	500	0	0	500	1,031	1,000	0

625

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
509	Christmas Lights								
5987	Contribution (Xmas Lights)	5,260	5,260	0	0	5,260	0	5,500	0
	OverHead Expenditure	5,260	5,260	0	0	5,260	0	5,500	0
	509 Net Expenditure	5,260	5,260	0	0	5,260	0	5,500	0
600	The Riddy								
6001	Drainage Costs	38	38	38	0	38	38	50	0
6002	Riddy Maintenance	500	645	500	0	500	0	500	0
6003	Riddy Management Fee	5,700	5,700	6,200	0	6,200	4,647	6,165	0
	OverHead Expenditure	6,238	6,383	6,738	0	6,738	4,685	6,715	0
7306	Countryside Stewardship Grant	960	224	960	0	960	3,111	1,000	0
7307	Angling Licence Rent	420	420	440	0	440	440	462	0
7309	Misc Contributions	19	20	20	0	20	0	0	0
	Total Income	1,399	664	1,420	0	1,420	3,551	1,462	0
	600 Net Expenditure	4,839	5,719	5,318	0	5,318	1,134	5,253	0
601	Miscellaneous (Incl Interest)								
6177	Parish Clock	228	189	190	0	190	0	190	0
6184	CCTV Fees	23,500	26,501	21,100	0	21,100	0	21,100	0

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
6187 Forum	1,400	2,612	1,000	0	0	1,000	98	0	0
OverHead Expenditure	25,128	29,302	22,290	0	0	22,290	98	21,290	0
7319 Interest Precept A/c	150	53	60	0	0	60	64	60	0
7320 Interest Santander Ac	0	0	0	0	0	0	3,165	3,165	0
7351 Miscellaneous	1,200	4,666	900	0	0	900	4,033	900	0
Total Income	1,350	4,719	960	0	0	960	7,262	4,125	0
601 Net Expenditure	23,778	24,583	21,330	0	0	21,330	-7,164	17,165	0
700 Capital A/c									
6188 Capital a/c Expenditure	0	30,414	0	112,265	0	112,265	7,694	0	0
6191 S106 Expenditure	0	35,690	0	0	0	0	0	0	0
OverHead Expenditure	0	66,104	0	112,265	0	112,265	7,694	0	0
7361 Capital A/c Income	0	45	0	0	0	0	0	0	0
7364 S106 Money Received	0	35,082	0	0	0	0	0	0	0
Total Income	0	35,128	0	0	0	0	0	0	0
700 Net Expenditure	0	30,976	0	112,265	0	112,265	7,694	0	0
702 Reserve A/c									

19

Note :

	Last Year		Current Year					Next Year	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Next Year Budget	C/Fwd Budget
6189 Reserve Fund	0	6,059	0	0	0	0	0	0	0
OverHead Expenditure	0	6,059	0	0	0	0	0	0	0
7363 Reserve fund Income	0	91	0	0	0	0	0	0	0
Total Income	0	91	0	0	0	0	0	0	0
702 Net Expenditure	0	5,967	0	0	0	0	0	0	0
Total Budget Expenditure	476,703	551,415	479,972	116,445	0	596,417	351,629	494,203	0
Income	432,133	465,188	435,241	0	0	435,241	436,171	450,438	0
Net Expenditure	44,570	86,228	44,731	116,445	0	161,176	-84,541	43,765	0